



# Clarke County Board of Supervisors

## Regular Meeting Agenda Action Summary

Main Meeting Room Berryville / Clarke County Government Center  
101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia

Item	April 19, 2022	Page
<b><i>Afternoon Session 1:00 PM</i></b>		
1.	Call To Order	5
2.	Adoption Of Agenda <b>Action: On a motion by Vice Chair Catlett, the Board unanimously approved the agenda as presented.</b>	6
3.	Citizen's Comment Period	7
4.	Employee of the Quarter 2022 First Quarter Award <b>Chair Weiss awarded the Employee of the Quarter award to Social Services employee Michael "Toby" Austin.</b>	8
5.	VDOT Update <b>Action: On a motion by Supervisor Bass, the Board unanimously authorized a public hearing on the VDOT Secondary Six Year Plan for May 19, 2022, at 6:30pm.</b>	9
6.	Communications Presentation by Pam Hess	10
7.	BoS Minutes: <ul style="list-style-type: none"><li>– March 15, 2022, Regular Meeting <b>Action: On a motion by Supervisor Bass, the Board unanimously approved the minutes as amended.</b></li></ul>	11
8.	Consent Agenda: <ul style="list-style-type: none"><li>– 2022-01P: Child Abuse Prevention Month Proclamation of Recognition <b>Action: On a motion by Supervisor Catlett, the Board unanimously adopted the consent agenda as presented.</b></li></ul>	67 68
9.	CC 2022-02: Chapter 165 Taxation, Amend Article XVII Transient Occupancy Tax <b>Action: On a motion by Supervisor Lawrence, the Board unanimously approved CC2022-02, a text amendment to increase the Transient Occupancy Tax from 3.5% to 5%, effective January 1, 2023.</b>	69
10.	CC 2022-03: Chapter 165 Taxation, Amend Article XXI Cigarette Tax <b>Action: On a motion by Supervisor Catlett, the Board unanimously approved CC2022-03, a text amendment to increase the Cigarette Tax from \$0.20 to \$0.40 per package, effective January 1, 2023.</b>	76
11.	CC 2022-04: Chapter 165 Taxation, Amend Article XXII Food and Beverage Tax <b>Action: On a motion by Supervisor Bass, the Board unanimously approved CC2022-04, a text amendment to increase the Food and Beverage Tax from 2% to 4%, effective January 1, 2023.</b>	78
12.	CC2022-05: Chapter 165 Taxation, Amend Article I Business License Tax. <b>Action: On a motion by Supervisor McKay, the Board unanimously approved CC2022-05, to amend Article I, Business License Tax, in its entirety.</b>	80



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13.	Adoption of Resolution 2022-05R: CY2022 Tax Rates <b>Action: On a motion by Supervisor Catlett, the Board unanimously adopted Resolution 2022-05R: CY2022 Tax Rates.</b>	88
14.	Adoption of Resolution 2022-06R: FY2023 Budget <b>Action: On a motion by Supervisor Bass, the Board unanimously adopted Resolution 2022-06R: FY2023 Budget.</b>	90
15.	Adoption of Resolution 2022-07R: FY2023 Budget Appropriations <b>Action: On a motion by Supervisor Bass, the Board unanimously adopted Resolution 2022-07R: FY2023 Budget Appropriations.</b>	98
16.	Frederick Water Agreement <b>Action: On a motion by Supervisor McKay, the Board unanimously approved the execution of the Frederick Water Operating Agreement.</b>	102
17.	Broadband Agreement <b>Action: On a motion by Supervisor Lawrence, the Board unanimously authorized the County Administrator to execute a Fiscal Agent Agreement with NSVRC.</b>	116
18.	Courthouse Green "Public Square" Update <b>Action: Information Only.</b>	168
19.	Letter of Support for Recreational Trail at Kohn Property <b>Action: By consensus, the Board agreed to sign a letter of support for a recreational trail at the Kohn property but noted a special use permit process would be required before building the trail.</b>	173
20.	Board of Supervisors Personnel Committee Items from April 11, 2022	178
A.	Expiration of Term for appointments expiring through July 2022. <b>Action: On a motion by Supervisor McKay, the Board unanimously approved the following recommendations:</b> <ul style="list-style-type: none"><li>– Reappoint David Weiss to the Berryville Area Development Authority for a three-year term expiring on March 31, 2025.</li><li>– Appoint Adeela Al-Khalili to the Historic Preservation Commission for a four-year term beginning June 1, 2022 and ending May 31, 2026.</li></ul>	179
B.	Americans with Disabilities Act Update. <b>Action: On a motion by Supervisor McKay, the Board unanimously approved changes to the Clarke County Personnel Policy.</b>	189
21.	Board of Supervisors Work Session Items from April 11, 2022	201



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Item	April 19, 2022	Page
A.	Discussion on Revisions to the County Noise Ordinance. <b>Action: On a motion by Supervisor Lawrence, the Board unanimously authorized a public hearing on proposed revisions to the County Noise Ordinance for May 19, 2022, at 6:30 pm.</b>	202
B.	Discussion on Director of Fire, EMS, and Emergency Management Search. <b>Action: By consensus, the Board agreed to proceed with the search process as proposed.</b>	216
22.	Board of Supervisors Finance Committee Items from April 11, 2022	223
A.	Clarke County Department of Social Services Supplemental Revenue and Expenditure Requests.	
	1. Child Abuse Prevention Activities Funding – Promoting Safe and Stable Families grant in the amount of \$1,000.	225
	2. Adult Protective Services – ARPA budget in the amount of \$6,709.	226
	<b>Action: On a motion by Vice Chair Catlett, the Board unanimously approved the Department of Social Services supplemental revenue and expenditure requests.</b>	
B.	Supplemental Appropriation Request for the Litter Control grant. <b>Action: On a motion by Supervisor Bass, the Board unanimously approved the supplemental appropriation request for the Litter Control grant.</b>	227
C.	Bills and Claims. <b>Action: On a motion by Vice Chair Catlett, the Board unanimously approved the Bills and Claims as presented.</b>	228
D.	Standing Reports: Year to Date Budget Report, Reconciliation of Appropriations, Capital Projects Report. <b>Action: Information Only.</b>	238
23.	Joint Administrative Services Board Update	254
24.	Government Projects Update	255
25.	Miscellaneous Items	256
26.	Summary Of Required Action	257
27.	Board Member Committee Status Reports	258
28.	Adjournment	259
	Reports in April Packet:	260
	– Building Department	261
	– Commissioner of the Revenue	281
	– Fire & EMS	290
	– Virginia Regional Transit Clarke Metrics Report	291
	– Department of Social Services FY2021 Annual Report	292